

Memorandum

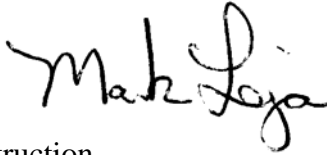
*Flex your power!
Be energy efficient!*

To: DEPUTY DISTRICT DIRECTORS, Construction
DEPUTY DIVISION CHIEF, Structure Construction
CONSTRUCTION MANAGERS
SENIOR CONSTRUCTION ENGINEERS
RESIDENT ENGINEERS

Date: October 10, 2008

File: Division of Construction
CPD 08-10

From: MARK LEJA
Chief
Division of Construction



Subject: Training Special Provision – Federal-Aid Contracts

As a result of a review by the Federal Highway Administration, changes were made to the Federal Requirement Training Special Provision (TSP) applicable to federal-aid projects only. Effective May 12, 2008, all federal-aid contracts containing a TSP will specify a required number of apprentices or trainees to be trained under the contract provisions. Previous TSP language specified a goal for the number of apprentices or trainees to be trained under the contract provisions.

As a reminder, resident engineers must ensure contractors submit the required training plan for approval before the start of work. During construction, the resident engineer must:

- Ensure the contractor submits periodic reports demonstrating compliance with the TSP.
- Review the reports in conjunction with the contractor's training plan before approving reimbursement for training hours.
- Require that the contractor provide an explanation when an apprentice or trainee quits the project.

If you have questions regarding the requirements of this directive, please contact Angela Shell, Division of Construction, at (916) 654-3501.